

## Mayor and City Council Update May 29, 2020

**To:** Mayor and Council  
**From:** Administration  
**CC:** Department Heads

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### Administration

With Governor Kemp's latest orders presented yesterday, many restrictions have been lifted and/or changed. Therefore, we believe this is an appropriate time to have ALL city employees who are **not** under the current shelter in place order (effective until June 12<sup>th</sup>) return to work full time **Monday, June 1<sup>st</sup>**. We will continue to administer temperature checks on a daily basis and continue all safety protocols. Our city facilities will still remain closed to the public however during the week of June 1<sup>st</sup>, we will begin to implement plans to reopen our city facilities to the general public. But, that date is TBD.

### Library

**Summer Reading** – Promotion of the Summer Reading Challenge has begun, and 130 readers have already registered online through the library's new Beanstack app. Activities begin June 1. More information here:

<https://www.smyrnaga.gov/your-government/departments/smyrna-public-library/summer-reading>.

**Lifetime Learning Academy** – The library has teamed up with the hosts of a popular Atlanta podcast to offer two Podcasting Courses for the library's Lifetime Learning Academy. The June class is a beginner class, and the July class is an advanced level class. The courses will be entirely online, and registration is handled through Parks & Recreation's ActiveNet. Full details are available here: <https://www.smyrnaga.gov/your-government/departments/smyrna-public-library/library-lifetime-learning-academy>.

### Museum

Work is continuing on rearranging the basement storage.

### Department of Environmental Services (KSB)

#### **Environmental Services:**

The RFQ's for an Energy Service Provider. References have been collected and staff is meeting next week to decide on a recommended vendor.

Staff submitted a possible Eagle Scout project pertaining to the Community Garden. There are 21 new plot beds to be assembled and placed in the garden. Also, all plots will be renumbered, and unleased plots will be cleaned out and planted with flowers.

Staff submitted the Green Communities Designation information to ARC. There are several placeholders for things to be completed when possible.

## **KSB, Inc.**

We have had great response to our virtual garden tour on Facebook. Smyrna residents are spending a lot of time in their yards and it shows!

Staff continues working on the Board of Directors Manual and the Volunteer Manual.

Staff had a virtual meeting with coordinators of the Adopt-A-Mile groups. There is a plan in place to begin small cleanups in June. Staff is working on protocols and packaging supplies.

The Education and Volunteer Recognition Committees met virtually and are working to develop plans respectively.

Staff attending a Webinar on Keep America Beautiful's Waste in Place education curriculum.

### **Recycling Center:**

The Recycling Center will **reopen on Friday, May 29** for Fridays and Saturdays only from 9:00am to 3:00pm for the next 5 weeks. Appointments will need to be made and the link was activated last week. Responses have been tremendous. The original plan for was three weeks but appointments filled very quickly so an additional 2 weeks were added.

New protocols:

- **Recycling Center will be open only on Fridays and Saturdays 9:00AM to 3:00PM.**
- Cars are by appointment only. To schedule an appointment please go to the City of Smyrna website – [www.keepsmyrnabeautiful.com](http://www.keepsmyrnabeautiful.com)
- Each customer may have only one appointment per day.
- Please only one person per car.
- Customers must wear masks and gloves per City of Smyrna guidelines.
- Please have materials sorted **prior** to coming to the Center to allow the fastest in and out.
- Unsorted materials will be returned.
- Self- Service Only. Staff will not be able to assist unloading cars.
- Items to be accepted: plastics 1 and 2, aluminum cans, small metals items, glass bottles and jars, cardboard, mixed paper/office paper, books, and wearable clothing...
- Items **NOT** accepted at this time. (cooking oil, fluorescent bulbs, electronics, batteries, motor oil, large appliances)
- Our Staff will wear masks and gloves and maintain social distancing.

The FT Recycling Attendant position (a re-class) will be re-opened. Staff will start interviewing by phone as soon as possible.

### **The Smyrna Outdoor Market:**

Tentatively set for July 11. However, much depends on the pandemic and the Recycling Center. There have been no applications for the Market Manager.

## **Parks & Recreation**

This past week, our park folks have implemented a more rigorous cleaning regiment of all city park restrooms in response to the on-going COVID-19 situation. This includes utilizing a great product called DZ-7 which is both a disinfectant and viricide that we are applying to every square inch of each restroom. In addition to tweaking our cleaning routines, our men and women have been busy keeping up with mowing and maintaining the athletic fields and clearing drain lines which has been an on-going battle with the amounts of rains we have recorded this year.

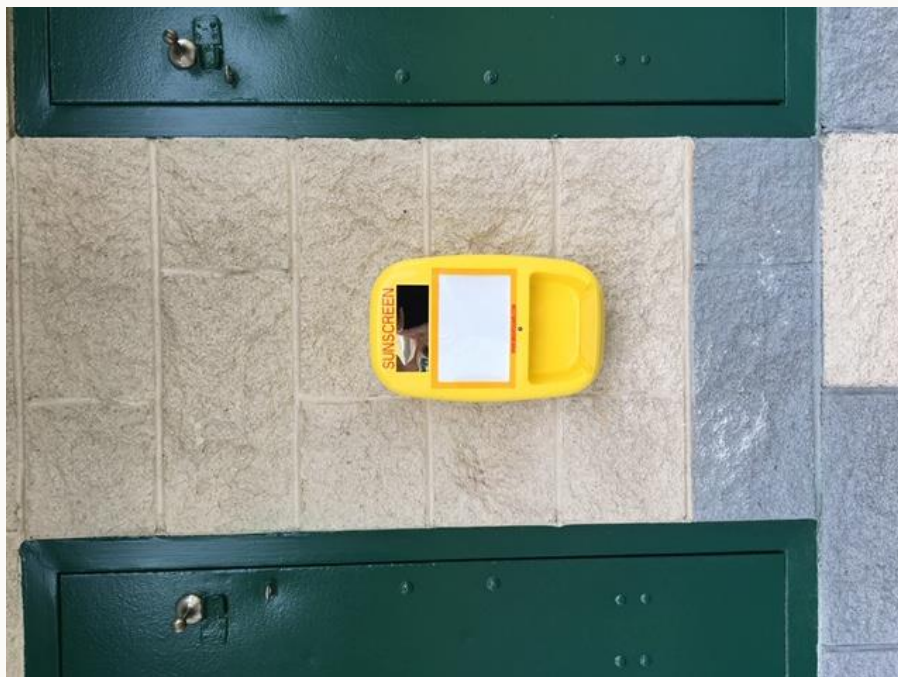
We are currently 90% in our aerification process (single most important agricultural practice that one can do both athletic fields and your very own home lawn). Not only does aerifying help relieve and alleviate compaction, but it also helps oxygen, water and nutrients more easily navigate & reach the turf grass roots. We are also 90% through our wall to wall fertilizer application on all of the city's athletic fields. We chose to apply a 100% slow release product, that will breakdown and feed the grass consistently for up to 6-8 weeks. The fertilizer itself has been treated with a trademarked polymer coating to ensure this feeding longevity.

We also have a 2 man crew circulating around numerous parks, installing our new automated sunscreen dispensers.

P&R installed protective shields at the Community Center front desk, to protect staff and patrons, during transactions.



Eight sunscreen dispensers donated by JRD Foundation for Melanoma Research, were installed at Cobb, Jonquil, Taylor-Brawner, Brinkley, Chuck Camp and Tolleson Parks, by P&R staff. The foundation supplied dispensers, batteries and sunscreen and will continue to supply these for future use.



## **Public Works**

**Public Works Director has implemented an (A) Typical Work plan which will consist of adjusting public works staff into two groups/ two different work schedules (Group A & B). This adjustment to staffing is to continue all services in Public Works to the citizens of Smyrna and limit risk and exposure to staff during this national health emergency .Public works hours will remain 7am to 4pm, with all sanitation routes remaining the same along with water sewer emergencies and roadway repairs.**

### **Audits under way:**

ISO AUDIT is being put together by Public Works, Fire, Communications (911) for the City that is due June 2020. When final paperwork is submitted by Staff, we will receive our Rating and accreditation. Public works side is 40%, Fire 40%, Communications 20%.

AWIA (AMERICAN WATER INFRASTRUCTURE ACT) audit due in March 2021. Public Works Management is currently waiting on response from GEFA on a grant For Woods and Associates to assist and complete our Audit. The federal Government funded grants to certain municipalities to have assistance in completion of the audit. This Audit stems from the bioterrorism act of 2008 that was put in place due to 911.

Water/Sewer Division is currently grading sewer infrastructure with our sewer sonar equipment that grades the condition of the pipe and capacities of flow, this technology sends acoustic sound wave from one device to another to determine condition or if flow is being impeded which in turn cuts down on cost of fuel and repairs and maintenance to our emergency sewer equipment such as our Jett Truck And video inspection equipment.

Staff will grade a Council Ward and the areas that need attention will be addressed with jet truck and video inspection to determine what needs to be done to correct the issue. This project is taking place in Ward 4. Current time group A is gathering the information and downloading it for Group B to remove.

Water/Sewer division will have several sewer lines throughout the city CIPP, areas will consist of section of Lake Drive, Carolyn Drive, Brenda Drive, Rolling view Drive, Lee Street, Roswell Street, Glen Roy Drive and Plaza@ Old Concord road. once those sections are completed more lines in budget year 2021 will begin. Lake Drive has been completed with lining along with Old Concord Road @ Plaza Drive. These areas are emergency based areas reviewed by PW staff and management due to the number of backups in the area and or integrity of the pipe, from age to type of material. CIPP has been put on hold with the exception of the most urgent sections that include Banks Street and Roswell Street.

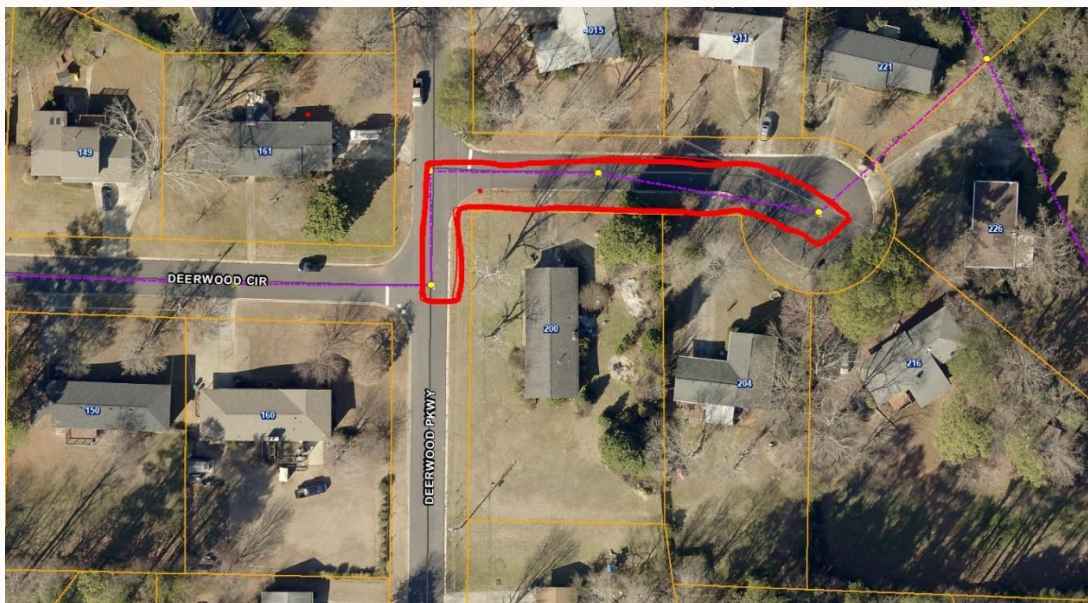
Fleet division is currently having a new fuel canopy installed at Public Works, the last canopy was installed over 35 years ago and has survived many storms, due to condition it was deemed to be replaced last budget year. Main framework has been installed along with new face panels.





**Church Street Water Main Project:** This project will be completed with a few road cuts to be repaired and landscaping to complete project. Weather permitting project should be fully completed first week in June.

**Deerwood Parkway sewer rehab:** Deerwood parkway was part of the monthly problem list that had to be visited on a bi-weekly basis for preventative maintenance. Once this problem area has been completed it will bring our monthly list from 25 to 15 areas. Public works started this process of repairing these areas last year. The New manholes have been installed, pipe to be laid and services remain to be tied in, Project 35% complete.



**Windy Hill Road Water Sewer Modifications:** Contractor RDJE has installed 1200 LFT new sewer line in Windy Hill Road on south side of project moving towards South Cobb Drive. Installation of sewer line will proceed from Beaver Creek towards Atlanta Road RDJE also has started the water installation, with 1875 LFT installed this week on this project from Beaver Creek to Ventura. Water to be installing from Beaver Creek to Atlanta Road.

## SPLOST

***Windy Hill Boulevard:*** All Trees within the BLVD project are being removed this week as well scheduled to be down by end of the week and totally removed by mid next week to start mobilization of equipment and materials of the BLV project. Baldwin Paving working on detention ponds this week and will start installing the first roadway box culvert in next couple of weeks. Public Works and Contractors will hold a Bi-Weekly meeting on the project.

## **Fire Department**

### **Incidents**

Fire-3

Medical- 58

Other- 44

Total- 105

This week, the Smyrna Fire Department completed training on Cancer Prevention Operating Procedures.

Firefighters have a 9 percent higher risk of being diagnosed with cancer, as well as a 14 percent higher risk of dying from cancer than the general U.S. population, according to research by the CDC/National Institute for Occupational Health and Safety (NIOSH).



## **Police Department**

**Total number of arrests:** 25  
**Total number of citations issued:** 204  
**Total number of citation warnings:** 136  
**Total number of calls for service:** 1953

Police Headquarters will resume normal operations beginning Monday, June 1, 2020 at 0800 hours. We will allow for walk-in permits, bonding, report retrieval, and any other business that may need to be carried out. I apologize for late notice but this decision was just confirmed. Have a great day!

## **Community Development**

Type	#	Estimated Cost of Construction	Location
Building New/Residential	2	\$435,534	1-3105 Dunn St 1-Enclave at Belmont
Building Remodel/Residential	9	\$145,785	3-Reroof 2-Interior 4-Remodel w/Addition
Building Remodel/Commercial	4	\$34,928	3-Remodel-1295 W Spring St Ste 200 & 201 (Village Works & Infant Village) & 2200 Atlanta Rd (Georgian Oaks Apts)
Electrical	-	-	-
Plumbing	2	-	-
HVAC	3	-	-
Signs	2	-	2-Monument Sign-1015 & 1103 Creatwood Cir (Creatwood at Vinings)
Grading	-	-	-

### **WEEKLY INSPECTIONS**

Type	Number	# of Sites
All	148	62

### **NEW BUSINESSES**

Name	Location	Home/Commercial	Description
EAT. SPEAK. LIVE	425 DOWNFIELD WAY SE	H	SPEECH THERAPIST
THRIVE. THE SALON	2365 SPRING RD SE, SUITE 103	C	BEAUTY/BARBER SHOP
SOUTHEASTERN PROPERTY INSPECTION	1174 STEPHENS ST SE	H	MISCELLANEOUS